



March 2, 2017  
City Council Regular Session  
Willamette Activity Center, Rm 8  
47674 School Street  
7:00 p.m.



# MINUTES

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## 1.0 CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Council Present: Jim Coey, Mayor  
Judy Rowland  
Gary Carl (absent)  
Josh McMillin  
Barry Taylor  
Paul Forcum  
Kathy Holston

Staff Present: Louis Gomez, City Administrator  
Mike Hansen, Fire Chief  
Jackie Taylor, Assistant Planner  
Susie LaDuke, Finance Director/City Recorder  
Kevin Martin, Police Chief (absent)  
Rick Zylstra, Assistant to the City Administrator

## 2.0 PUBLIC COMMENT

Kent Dockery 47768 Fairy Glen– Thanked the City for the use of the WAC for the warming center, they opened the doors 20 nights this year and they had 39 people and one dog visit the center. He thanked the volunteers who worked a total of 519 hours. They can always use more volunteers.

## 3.0 MAYOR AND COUNCIL COMMENTS

Mayor Coey wanted to congratulate the Oakridge Boys Basketball Team for winning the Conference Championship and their first run in the State in Pendleton tonight.

Mayor Coey had a meeting with the Regional Director of the Army Corp of Engineers that controls our dam and Lookout Point and they control all of the water flow through the area. There was a rumor that the dam failed inspections and we all know they have been working on them and it was going to delay us getting our late fill. It did not fail inspection and he is pretty sure it will be full this year.

## 4.0 ADDITIONS, CORRECTIONS, OR ADJUSTMENTS TO THE AGENDA

Executive session

## 5.0 CONSENT AGENDA

**Motion:** Councilor Holston moved to approve the consent agenda. Councilor McMillin seconded the motion.

J. Rowland (Aye), J. McMillin (Aye), P. Forcum (Aye), Mayor Coey (Aye), K. Holston (Aye), B. Taylor (Aye).  
Motion carried 6-0

## ADMINISTRATIVE SERVICES

### 6.1 City Administrators Report

Louis read a letter for Employee Appreciation Day which is tomorrow. He thanked the employees for the hard work and dedication they put in every day.

Mayor Coey said you cannot imagine what these people do, with the amount of short staff we have and the amount of work he throws at them. They all do an amazing job.

Louis wanted to touch briefly on what happens when someone builds a house in the City of Oakridge and the process is this; you turn in a building permit with your plot plan, your property drawn on a piece of paper, you the property owner ensures that your house is placed on the proper spot on that plot plan. We don't send surveyors out to check that, that is the responsibility of the property owner to ensure they know where their corners are, the property corners. We do not survey properties, if we did we would have to charge another \$2500-\$3500 on top of the permits. He learned the hard way himself, he had to cut part of his house off.

You will be receiving your ethics commission forms by email. Susie has been updating the forms and sending them in. You will all get an email.

Louis has talked to a couple of the Councilors in regards to retune how we use the Conference Room at City Hall. One of the reasons is security of our records, doors have been left open from time to time and that jeopardizes employee safety. We don't have a designated cleaning staff, Louis and Rick clean their restroom and he'd rather clean it as little as possible. One of the things he is looking at is to allow use during business hours and only by city committees and business. He hasn't written out what it will be, but he wanted to let them know what he is doing.

#### **Capital Projects in Process/Complete:**

Million Gallon Reservoir-Well-Transmission Lines- the City Engineer has had the test pits dug and we are waiting on the results from the samples that were gathered at the proposed well site.

Highway 58 Crosswalk Project- the Mayor signed an updated Intergovernmental Agreement with ODOT for the \$151,000. We are waiting for the 100% plans from the City Engineer and he said we should have them by Monday.

Community Center Project- The Funding Campaign Committee got together on February 22, 2017, Louis sent some items out to everyone and they will be meeting again on March 20, 2017, they did invite Laurie Patty as another member of the team.

WAC Gym- the Mayor spoke with Terry McDonald of St. Vincent DePaul, Louis believes Terry is looking for funding.

Inflow and Infiltration Application- We are waiting for the paperwork from the engineer to get here so the Mayor can sign it and we will turn around and send it to the Infrastructure Finance Authority (IFA) that is where we normally get our loans.

**Economic Development and Sustainment:**

Enterprise Zone- Mr. Tanner is currently hiring personnel for the expansion of his Tannerite Business. He is getting some pretty good resumes.

AMTRAK Station-We have a meeting on the 8<sup>th</sup> with Rob Eaton from AMTRAK and the Vice President of operations for Union Pacific for the West coast.

Mayor Coey said people from DeFazio's office will be here also.

**In Process/Pending Grants:**

Travel Oregon- Rick is working on a grant from Travel Oregon and we are trying to piece this together, this is one of those things that the Mayor was saying we just got and we have to get this in by tomorrow. This is for Transportation and Main Street.

**Pending/Ongoing Administrative Tasks:**

LTD- We will be talking about the CMAQ dollars for LTD later, we will have someone come in and brief the council.

Mayor Coey said for those of you who don't know, the big bus is gone, it's pretty much dead.

Louis said LTD is going to put two of their busses that they have taken off line for us to use. That is a plus for us.

Charter Communications Franchise Agreement- Louis just got done doing a review with the attorney. He thinks we are just about done.

PM 2.5- The Mayor is still working with our legislatures and our partners on getting some additional funding to do some change outs, ductless heat pumps primarily.

Emerald Broadband- Louis took them around last week, they reviewed some sites that Rick took them too previously. They are still interested in those sites. The goal is to cover the east county, not just Oakridge, he wants High Prairie and LaDuke road covered also.

RFQ for Engineer of Record- We have received one packet of interest. The closing date is March 13, 2017.

Marijuana Facilities- Just a heads up you will be hearing Ordinance 922 at the next meeting. When there is a legislative change like this we have to notice the whole city. It is the law.

Terry Kuiper's- He wants to know on this marijuana deal, why do you suppose they would even trust you about any kind of vote here because you are going to do whatever you want to do anyway? It was a unanimous vote that they didn't want the building right next to a church you said there was nothing you could do about it because we have to allow them here.

Louis said no, what he said was that if we cannot find a legal reason or violation within our code to not let them in, then we are stuck letting them in.

Mr. Kuiper's said the complaint wasn't that they let them in, the complaint was that they let them in right by the church. If he wanted to open a house of prostitution he could do it right by a church?

Louis said only if it was legal.

Mayor Coey said if they conform to the law of the land, just like the quarry, then there is really nothing we can do about it. That is what the meeting next week is about, when is enough. The majority did vote for marijuana to be legal.

## **6.2 City Recorders Financial Report**

No report. We have had some HR issues that came up and needed attention.

Mayor Coey said we don't need a report every two weeks. Just once when she has the full report, unless there is something new that pops up that needs to be said

There was discussion on the reports from Susan and Louis. Louis will report on the first meeting of the month and Susie will report the second meeting.

## **6.3 Public Hearing to designate Paddock Lane a One-Way Street**

- a) Conflicts of Interest/Exparte Contacts- None
- b) Open Public Meeting-7:39 P.M.
- c) Staff Report- Rick presented the staff report to the Council. We had a Planning Commission Meeting and this came out that the residents of Paddock Lane stated that there is possibly a safety issue because of its width. Rick said he agrees and if we ever had to have emergency vehicles go through it would be nice to know that is was one way.
- d) Statements in Favor - none
- e) Statements in Opposition

Patricia Burns, 47693 Paddock Lane – There is not that much traffic on this road. It seems silly, there is very few vehicles that use that road. There is not much traffic that will stop ambulances and other vehicles.

f) Statements in General

Scott Peterson 47683 W 2<sup>nd</sup> St- He has concerns with the condition of the road, the road is full of pot holes. As far as the direction of traffic, he has been told by people that live on Paddock Lane and they said people from the bar use that street. How are you going to show it is one way? The road needs to be at least leveled out, he never drives the road because of the condition.

Terry Kuiper's 76152 Odle Lane- It sounds like the road doesn't need to be one way, it just needs to be fixed, paved like it's supposed to be. The City needs to fix it. You need to get it in writing, triplicate, because the first thing they are going to do when they have to patch the road is ask if you have it in writing.

g) Close Public Hearing-7:46 P.M.

h) Commission Discussion

Louis said we have discussed this road before, we need to discuss the surface water. Since it is such a small road we may be able to do some dry wells to get some of that water off and possibly grade it and put some gravel down. It is pretty bad.

Councilor Holston asked what the advantage of making it a one way right now? Why don't we just wait, you said safety, but it seems that is because of the condition of the road.

Mayor Coey said he has driven Paddock and trying to enter Union Street it is hazardous.

Councilor Taylor said so the whole issue of this coming up is because of the purchase of the old McDonalds and that will create more traffic flow.

i) Commission Action

**Motion:** Councilor McMillin moved that we designate Paddock Lane a one-way Street with direction of travel being from East to West and from Union Street to Spot Street. Councilor Forcum seconded the motion.

B. Taylor (Aye), Mayor Coey (Aye), P. Forcum (Aye), J. McMillin (Aye), K. Holston (Aye), J. Rowland (Aye). Motion carried 6-0

#### **6.4 CMAQ Funding for Designated City Projects**

Louis said we are talking about is CMAQ Funds which is Congestion, Mitigation and Air Quality funds. They have a number of uses from pavement, asphalt, using dollars for buses, crosswalks, street sweepers, all kinds of uses.

Louis read the staff report.

**Motion:** Councilor Holston moved that we amend the motion that was approved at the December 1, 2016 Council meeting allotting \$214,000 to Lane Transit District (LTD) for the purchase of a new bus by reducing the amount allotted to \$130,000. Councilor Forcum seconded the motion.

P. Forcum (Aye), J. McMillin (Aye), B. Taylor (Aye), Mayor Coey (Aye), K. Holston (Aye), J. Rowland (Aye).  
Motion carried 6-0

**Motion:** Councilor Holston moved that we direct the City Administrator to submit a request for Congestion Mitigation and Air Quality (CMAQ) funds in the amount of \$565,000 towards a bus, 2 crosswalks, and expanded weekend bus service. Councilor McMillin seconded the motion.

K. Holston (Aye), J. McMillin (Aye), J. Rowland (Aye), P. Forcum (Aye), B. Taylor (Aye), Mayor Coey (Aye).  
Motion carried 6-0

#### **6.5 Appointing Volunteer to the Oakridge Economic Development Advisory Committee**

**Motion:** Councilor Holston moved that we appoint Kevin Gobelman to the Oakridge Economic Development Advisory Committee. Councilor McMillin seconded the motion.

Councilor Taylor asked why Mr. Gobelman wasn't allowed to be on the Planning Commission.

Mayor Coey said because the Planning Commission as a quasi-Governmental agency like the Council, although the Council is not Quasi, you have to have a residency of one year. For one of our committees he does not have to be resident for one year.

K. Holston (Aye), P. Forcum (Aye), Mayor Coey (Aye), B. Taylor (Aye), J. Rowland (Aye), J. McMillin (Aye).  
Motion carried 6-0

### **7.0 COMMUNITY SERVICES**

#### **7.1 Greenwaters Park Fee Waiver and Funds Transfer for Community Easter Egg Hunt**

**Motion:** Councilor Rowland moved that we approve the fee waiver for the use of Greenwaters Park by the Oakridge Kiwanis Club and transfer from TRT Funds for grounds maintenance. Councilor Taylor seconded the motion.

P. Forcum (Aye), J. Rowland (Aye), J. McMillin (Aye), Mayor Coey (Aye), B. Taylor (Aye), K. Holston (Aye).  
Motion carried 6-0

#### **7.2 Street Closure Request for Keg & Cask Festival**

Louis said this is the ninth year for the Keg & Cask Festival. Mr. Custer is requesting a street closure on August 12<sup>th</sup>, 2017 from Alder Street to Oak Street and Ash Street to First at the first Alley. This events helps out the local community by donating 40% of the net proceeds to the Upper Willamette Community Development Corporation, 20% going to the Chamber of Commerce, GOATS and UBRA. One of the key things from Mr. Custer is that they are wanting to go later than they normally do.

Louis read a letter from Nancy Kelly who lived near the venue.

**Motion:** Councilor Holston moved that we approve Mr. Custer's request for street closure from Alder Street to Oak Street and Ash Street from 1<sup>st</sup> Street to the first alley for the Keg and Cask Festival on August 12, 2017. Councilor McMillin seconded the motion.

Councilor Taylor asked why we can't just move it down one block.

Rick said because that would close off Oak Street.

Mayor Coey said he understands the change in time and where he is coming from, but he thinks we need to keep the time frame that we have run it at is where we need to keep it. It observes the Ordinance, this is a great event.

Councilor Holston asked if they go until 11:30 when could we expect the clean up to be completed.

Mr. Custer said they could have it done by midnight.

Mayor Coey said Ms. Kelly has been offered weekends away all expenses paid, but has refused every year.

Councilor Holston asked if this has been offered this year?

Mayor Coey didn't know if it was offered this year.

Councilor Holston asked Mr. Custer how much money was given to each group?

Mr. Custer couldn't remember off the top of his head, but will look and let you know.

Susan said that area where Ms. Kelly lives and where the event is being held is a commercial area.

B. Taylor (Aye), J. Rowland (Aye), K. Holston (Aye), P. Forcum (Aye), J. McMillin (Aye), Mayor Coey (Aye).  
Motion carried 6-0

## **8.0 POLICE SERVICES**

Chief Martin was in training.

Don Sivard said since he was at the last meeting slinging mud at the PD he would like to say since we have the new officer he has seen more officers on his street and that is fine with him.

Louis had the new reserve officer Valerie Miller introduce herself.

**9.0 EMERGENCY SERVICES**

Chief Hansen handed out his report to the Council.  
For those who missed the new ambulance they will bring it back when the weather is better.

**10.0 REPORTS FROM BOARDS AND COMMITTEE**

Tree Planting Committee- They have over half of the tables filled so far for the fair. Parade applications are on their website.

Adjourn meeting for Executive Session at 8:18 P.M.

Executive Session in 8:24 P.M.

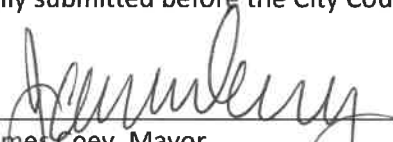
**Executive Session: 192.660 (2) (f) to consider information or records that are exempt by law from public view. 192.660 (2) (h) to consult with counsel concerning the legal rights and duties of a public body with regards to current litigation or litigation likely to be filed. ORS 192.660 (2) (e) To conduct deliberations with persons you have designated to conduct real property transactions.**


Five minute recess.

Executive Session out at 8:46 P.M.

Meeting adjourned 8:46 P.M.

Respectfully submitted before the City Council March 16, 2017

Signed:   
James Coey, Mayor

Signed:   
Susan LaDuke, City Recorder